OFFICE USE ONLY:	FEE:	DATE:

Please complete form. Handwritten forms will NOT be accepted. Print form and sign before mailing to: KANSAS STATE BOARD OF TECHNICAL PROFESSIONS

900 SW Jackson Street, Suite 507, Topeka, KS 66612 www.ksbtp.ks.gov 785-296-3053

INTERN ENGINEER CERTIFICATE APPLICATION

INSTRUCTIONS: Read all statutes, rules and regulations, available on the web page, regarding requirements.

FOR YOUR INTERN ENGINEER CERTIFICATE, SUBMIT THE FOLLOWING ITEMS:

- 1. APPLICATION FORM Print completed form, sign and date, then send all information to KSBTP.
- **2. APPLICATION FEE <u>\$20</u>** (Please make check payable to Kansas State Board of Technical Professions. PLEASE DO NOT SEND CASH) Application fees are non-refundable.
- **3. TRANSCRIPTS** Applicants must be a graduate of a baccalaureate engineering program accredited by the Engineering Accreditation Commission of ABET (EAC/ABET), or equivalent as determined by the Board. Technology degrees are not accepted by the Board. Official transcripts are required for all educational credit claimed. Send an "official" transcript or have the school send a transcript directly to KSBTP. Foreign baccalaureate engineering degrees must be evaluated by NCEES. (See Special Instructions listed below.)

4. FUNDAMENTALS OF ENGINEERING EXAM – You must indicate on this application the date you passed the NCEES Fundamentals of Engineering exam. The Board staff will verify this exam.

HANDWRITTEN OR INCOMPLETE applications will be returned. Keep a **copy** of this application for your records.

SPECIAL INSTRUCTIONS FOR APPLICANTS WITH BACCALAUREATE ENGINEERING DEGREES FROM OUTSIDE THE UNITED STATES: Any applicant with a baccalaureate engineering degree from outside the United States must have that degree evaluated by NCEES before educational credit may be considered by the Board.

NCEES CREDENTIALS EVALUATIONS: Request a report be sent to KSBTP. Website: www.ncees.org Phone: 1-800-250-3196 or (864)-654-6824

NOTE: All questions regarding the evaluation of your degree should be directed to NCEES.

- o The Board will make the final determination of the educational requirement per K.A.R. 66-9-4.
- o Send degree materials as soon as possible as a thorough evaluation of educational credentials may take several months.

I. GENERAL	INFORMA	TION				
FULL NAME:				MAIDEN NAME:		
	First	Middle	Last			
SOCIAL SECURITY #:		DATE OF BIRTH (MM/DD/YYYY):				
MAILING AD	DRESS:					
CITY			STATE	ZIP		
PHONE NUMI	BER:		E-MAIL:			

II. CITIZENSHIP: Are you a U.S. Citizen?				
Yes: Birth or Naturalized?				
No: If not a U.S. Citizen, please a AND a copy of your alien registration.	attach a recent pho	tograph or other	r documentation that identifies you	
III. EDUCATION: Official transcripts are:	Enclosed	School	ol will send	
Name and Location of Institution	Dates	Date	Degree Received	
	Attended	Graduated	(i.e. BS Civil Engineering)	
IV. FE EXAM HISTORY: In what State did you take the FE exam? Date you passed the FE exam (MM/DD/YYYY) V. SIGNATURE: Have you ever been convict (If YES, please explain - use separate sheet if ne	eed of a felony?			
I HEREBY CERTIFY THAT ALL STATEM ———————————————————————————————————	ENTS IN THIS A	APPLICATION	N ARE TRUE AND CORRECT. DATE	
(It is YOUR responsibility to keep a copy of the	he form.)			